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SECURITY INFORMATION

NIS COMMITTEE MEETING NO. 119

27 November 1951

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1. The following were present:

Dr. Appleton	State
Mr. Clinton	State
Lt. Col. Kiel	Army
Lt. Col. Rogers	Navy
Lt. Jones	Navy
Lt. Col. Rush	Air Force
251A92 session	Air Force
	CIA (Vice-Chairman)

2. The Vice-Chairman informed the Committee that present indications were that the revised "Standard Instructions for National Intelligence Surveys" would be published, and disseminated, about 1 February 1952. He stated that all questions raised by D/B on the Air Force proposal for changing the Outline Guide for NIS Section No. 83 had been settled, and that the Outline proposed by the Air Force, which already had the approval of the other members of the Committee, would appear in the revised Standard Instructions. (Refer to paragraph 4, NIS Committee Meeting No. 117).

It was mentioned that the revised Standard Instructions would not include the "NIS Correlation Guide", which D/B had developed to show the principal inter-relationships between the various NIS Sections. It was agreed that this guide should be excluded from the Standard Instructions, and that it should be reproduced separately at a later date for dissemination to both producers and users of the NIS.

The Committee was informed that the State member had indicated a need for separate copies of the Outline Guide for NIS Chapters IV, V, and VI, for issue to contributors who do not have need for the complete Standard Instructions. The Army, Navy, and Air Force members were requested to ascertain whether their agencies have similar requirements, and to notify D/B directly. The Vice-Chairman undertook to submit a consolidated report of such requirements for Committee consideration as to whether a limited number of individual Outline Guides should be printed for all NIS Chapters in addition to the complete NIS Standard Instructions. Since the printing of Outline Guides for individual Chapters may change the requirements for copies of the NIS Standard Instructions, members were requested to consider this aspect of the matter and notify D/B of any changes they may wish to make in the statements they have already submitted on this subject.

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3. Discussion was held on the need for making selective dissemination of NIS elements to prevent the accumulation of unwanted elements in the files of NIS users. It was reported to D/B recently that one NIS user was receiving all published NIS, whereas 7 selected sections would actually fulfill the requirements of the office concerned, and that the growing bulk of the unused elements was creating a storage problem.

CIA is now making a bulk dissemination of all published NIS to the IAC Agencies in accordance with requirements established by those agencies. The Committee decided that it would be infeasible to change this procedure, and that selective dissemination should be arranged for within the agencies. It was agreed that members would look into this situation in their respective agencies, and take such steps as are practicable to insure that NIS users receive only the NIS elements for which they have an actual need.

The Army member reported that his agency had been making selective dissemination of NIS for some time, with the result that there were substantial surpluses in stock of some of the elements for which there was little demand. These elements deal with matters in which Army has general interest, but no specific responsibilities. It was found that a similar situation existed in some degree in the other agencies, and it was recognized that it would become more of a problem as dissemination was put on a more selective basis. It was also brought out that the surplus stocks in each agency differed as to the NIS elements involved. Therefore, in order to reduce these surplus stocks, and bring about a more balanced reserve stock in the agencies, it was decided that the Committee members would arrange among themselves for transfers of surplus NIS elements on the agency level.

4. Members reported on the status of contributions which had been returned to the contributors by D/B for reworking.

5. In connection with the revision of the "NIS Production Schedule" for F.Y. 1952, which is to become effective on 1 January 1952, members were urged to omit from the revised schedule only those NIS elements which they are certain will be submitted to D/B during the month of December. It was pointed out that failure to reschedule any section on which December delivery is questionable, may result in a carry-over of unscheduled, over-due sections at the start of the revised schedule.

6. The Committee approved a FECOM proposed list of 25 Key Strategic Cities, and 33 other Important Cities and Towns for Section No. 25, NIS 25X6A

7. The Vice-Chairman informed the members that only 10 sections had been received in D/B during November, which was the lowest production figure for that time of month in the past year and a half. Discussion revealed that additional

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sections to be delivered on or before 30 November will raise the total for the month to approximately 25 sections.

8. The next meeting will be held at the call of the Vice-Chairman.

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